**COLLEGE OF ENGINEERING TRIKARIPUR**

ANNUAL PERFORMANCE APPRAISAL FORM 1

Performance Appraisal for faculty Member for the academic year………………

(Part A & B to be completed by the faculty member concerned and submitted to the Head of

Department before 15th June of every year)

Name :

Department :

1. GENERAL INFORMATION
2. Date of birth :
3. Date of entering Academy service with Designation :
4. Present Designation :
5. Date of joining the present post :

QUALIFICATIONS:

|  |  |  |
| --- | --- | --- |
| College/University | Degree received | Date |
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|  |  |  |

Membership of Professional Societies:

1.

2.

3.

4.

5.

1. PERFORMANCE RELATED DATA

1.

|  |  |  |
| --- | --- | --- |
| Subject Code | Subject taught/ UG Project guided | SCORE |
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To be filled in by the Principal based on the score sheet for teaching effectiveness index.

2. Learning Resources Development/Curriculum Planning Work done, if any

|  |  |  |
| --- | --- | --- |
| Description | Targeted | Achieved |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

3. Projects submitted for Institutional Development (modernization of lab, staring of new course etc...)

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| --- | --- | --- | --- |
| Target for project  proposal | Proposal submitted with dates | Proposal approved for implementation | Amount of grant,  If any |
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4. MAJOR CONSULTANCY WORK undertaken (costing over Rs............................. per   
 Project with names of co-investigators.)

1. Target (in terms of value)
2. Achievements

5. Ph.D. THESIS / M.TECH. THESIS GUIDED

|  |  |  |
| --- | --- | --- |
| Name of Student | Year of Registration | Year in which degree  is awarded / expected |
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6. Publications (which actually appeared in print during the relevant period)

i) International journals (list with title, name of journal, date of publication and names of

Co-authors, if any)

ii) National journals (referred) with details as above.

iii) International conferences (conference in India and abroad with international

collaborations and / or participation) with details

iv) Books published with details as above

v) Honours and Awards received. If any

7. Details of training undergone and other self-development programs undertaken

i) Industrial training

Targeted:

Achieved:

ii) Management training

Targeted :

Achieved :

iii) Refresher course/ summer school, etc.

Targeted :

Achieved :

8. Management of student hostels, student counselling and other student services rendered

9. Continuing Education Programmes Co-ordination

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Targeted No. of  Proposals | Proposal  Submitted | Proposal Approved and  conducted | Date | Co-coordinators,  If any |
|  |  |  |  |  |
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|  |  |  |  |  |

10. Administrative responsibilities undertaken

11. Sponsored R&D Work undertaken

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Targeted No. of proposals | Proposal Submitted | Proposal approved for funding with dates | Amount of grant | List of Co investors, if any |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

12. Co- curricular/ Extracurricular activities organised/ participation in sports and cultural activities.

13. Accomplishment in Academic Direction and Administration\*

14. Any other relevant information

Date: Signature of faculty member

(Assessee)

1. SUMMARY REPORT OF THE PRINCIPAL+

Name and Signature of Principal

I have seen the above

Signature of Faculty Member

(Assessee)

\* To be filled up by Professors and all Teachers with significant administrative responsibilities.

+ The assessment must, inter alia, taken into account and comment on (i) the strengths and weaknesses of the Assessee, (ii) special good work done, if any (iii) disciplinary action taken, if any (iv) overall performance, and (v) training / development needs of the Assessee.

NOTE : Use additional sheets if required.